

Admin.

October 5, 2010

Memorandum 2010-38

Meeting Schedule

At the August 2010 meeting, the Commission decided to schedule a second day for its December 2010 meeting, with the understanding that the second day might be canceled if it turns out to be unnecessary.

The staff is not yet certain whether the second day will be needed.

The most prudent course may be to leave the meeting scheduled for two days for now. If it becomes clear in the interval between the October and December meetings that a second meeting day is not needed, the staff could consult with the Chair and the second meeting date could be canceled at that time. **Is that approach acceptable?**

Respectfully submitted,

Brian Hebert
Executive Secretary